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| **Pre-Registration / Order Form** **for Commemorative / Collector Coins of 2023** |
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|  |  | Ref. Nο: |  | **/** |  | **.** |  | **.** |  |  |
|  |  | To be filled out by the Bank of Greece | (date) |  |
| **Applicant’s details** |  |  |  |
|   | First name  | Last name / Company name | Father’s name |
| ID / Passport Number / VAT Number |  |
| Mode and place of payment  |  |  |
|   |  |  Please tick (√) as appropriate  | At the Bank of Greece (Head Office or Branch) | By money transfer |
| Mode and place of delivery |  |
|   |  |  | Postal delivery requested |
| Contact details |   |  |  |  |
|   |   |   | Home or work phone | Cell phone | Fax |
| Email |   |  |
|  |
| **Recipient’s details**  |  |  |  |
|  (if recipient is other than the above applicant) | First name | Last name | Father’s name |
| ID or Passport Number |  |
|  (if recipient is other than the above applicant) |
| Delivery address (to be indicated only if postal delivery is requested) |  |  |  |  |
|  | Street | No. | Postal code | Country |
| Contact details |   |  |  |  |
| (if recipient is other than the above applicant) | Home or work phone | Cell phone | Fax |
| Email |   |  |
| (if recipient is other than the above applicant) |

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|   | **Commemorative – Collector Coins**  | **Price without VAT(in €)** | **Price including VAT (in € )** | **MAXIMUM ALLOWED QUANTITY** | **WANTED QUANTITY** | **SUBTOTAL IN €** |
| **1** | **€10 SILVER COLLECTOR COIN “GREEK CULTURE – THE AUTOMATIC MAIDSERVANT OF PHILO”** | **64.52** | **80.00** | **1** |  |  |
| **2** |  |  |  |  |  |  |
| **3** |  |  |  |  |  |  |
| **4** |  |  |  |  |  |  |
| **5** |  |  |  |  |  |  |
| **6** |  |  |  |  |  |  |
| **7** |  |  |  |  |  |  |
| **8** |  |  |  |  |  |  |
| **9** |  |  |  |  |  |  |
| **10** |  |  |  |  |  |  |
| **11** |  |  |  |  |  |  |
| *\* Only fields in blue are to be filled out by the applicant. Remaining fields will be filled out by the Bank of Greece.* *To fill out the required information: right-click on respective blue field, choose “Update field”, type in the necessary details and press OK.*  | Postage |  |
| **Total payable amount**  |  |
| \*\* *The number of pieces is filled out by the applicant, who in undersigning or submitting the present form by email, acknowledges having read and unconditionally accepted the terms and conditions mentioned overleaf governing the sale and delivery of the items, and consents to the processing of his/her personal data provided herein by the Bank of Greece for the specific purposes mentioned below.* |

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|
| *(Signature)* |  | *(Place and date)* |
| Confirmation of the order by the Bank of Greece. |
|  |
| (Full name and authorised signatures) |

**Ι. TERMS AND CONDITIONS GOVERNING THE SALE OF COLLECTOR AND COMMEMORATIVE COIN SERIES**

Sales of the above products to taxable persons established in another EU Member State shall be exempt from VAT, in accordance with the provisions of Article 28 of the VAT Code. Such exemption is subject to VAT validation through the VIES system and to proof of dispatch of the goods to the purchaser’s Member State of establishment.

By decision of the Minister of Finance, the Bank of Greece is authorised, through its Head Office and Branches, to sell collector and commemorative coin series issued following a joint decision of the Minister of Finance and the Governor of the Bank of Greece. The maximum allowed quantities are indicated in the first page of the preregistration form.

Detailed information regarding the sale of the numismatic products to any interested party (private collector – merchant) are posted on DIAVGEIA as well as on the official website of the Ministry of Finance ([www.minfin.gr](http://www.minfin.gr/)). Further information can be provided to any interested party by the relevant department of Ministry of Finance, namely the E Capital Transfers & Numismatic Issues Department of the State Guarantees & Capital Transfers Directorate, at the below referred telephone numbers: +30 210 3338 554, 210 3338 516 & 210 3338 580 and the following e-mail address: d25e@glk.gr.

For the purchase of quantities within the limits specified above, the following procedure shall apply:

**ΙΙ. EMAIL ORDERING PROCEDURE FOR SMALL QUANTITIES OF COLLECTOR AND COMMEMORATIVE COIN SERIES**

1. Application submission

- First, the interested party shall fill out a Pre-Registration Form and email it to serv.NumProd@bankofgreece.gr. Upon receiving the form, the relevant unit of the Bank of Greece shall verify that the items requested are still in stock and enter the details of the order into its pre-registration/order database. The Pre-Registration/Order Form will then be returned to the applicant with the following additional information from the Bank of Greece: (a) the Reference Number and Date of Pre-Registration/Order corresponding to the specific order; (b) indication of any non-availability of the items requested; and (c) the total amount payable by the applicant (including postage).

- In order to finalise the ordering procedure, the applicant will then have to prepay the full amount of the order, including postage if postal delivery is requested, within a deadline of three working days (starting from the Date of Pre-Registration). Otherwise, the order shall be cancelled.

2. Payment of the total amount due (for finalisation of the order) can be made as follows:

- By money transfer (from a bank in Greece or abroad) to Bank of Greece Account No. GR2701000520000000059134368 – SALE OF COMMEMORATIVE COINS – BIC: BNGRGRAA. **Important note: Field 70** of the money transfer order must mention the **Reference Number** and **Date of Pre-Registration** provided by the Bank of Greece to the applicant, as well as the **applicant’s full name**. **Without this information, the Bank of Greece will not be able to match the money transfer to the corresponding pre-registration application and will not complete the procedure.**

**-** At the counters of the Bank of Greece (Head Office or Branches): the **applicant or a person authorised to act on his/her behalf can, upon presentation of valid identification (ID or passport), pay the amount quoted in the Pre-Registration Form.**

**ΙΙΙ.** **DISPATCH OF COMMEMORATIVE/COLLECTOR COINS TO RECIPIENTS**

- Orders for delivery within the European Union shall be dispatched to recipients by EPG (hard boxes – declared value) procedure via the Hellenic Post. The postage fees prepaid by the applicant shall be in accordance with the Hellenic Post rates in effect with minimum cost €26 for maximum value of products €550 per package. The Bank of Greece shall not be responsible for any change in postage rates.

- In the event of non-receipt of an order, the liability of the Bank of Greece shall be limited to providing the customer with the relevant dispatch details (date and number) to enable tracking of the order. The Bank of Greece shall have no further liability to the customer.

**- Please note that granted applications through remote orders cannot be picked up by the Head Office or the Branches of Bank of Greece. Only postal delivery is available.**

**- In case that a remote order applicant for a numismatic product is found to have already purchased the certain product by the Head Office or any Branch of Bank of Greece, the remote order will be automatically cancelled and any such fee deposited will be returned to the applicant reduced by the money transfer fees. The above referred action will take place only when quantity limitations apply.**

**- As long as quantity limitations apply, multiple applications with the same recipient will not be accepted.**

**IV. PERSONAL DATA PRIVACY NOTICE**

(Article 13 of Regulation (EU) 2016/679 of the European Parliament and of the Council)

Please be notified that we collect and process the personal data that you provide.

**Purpose of processing**

The personal data that you provide when filling out this form are processed for the purpose of handling pre-registration and orders for commemorative/collector coins.

The personal data collected and processed by the Bank of Greece are those contained in the pre-registration/order form for commemorative/collector coins (name and surname, ID and contact details) and may be processed wholly or partly by automated means.

**Recipients**

The personal data kept by the Bank of Greece shall not be disclosed or transmitted to any third party. Your personal data will only be processed by dedicated Bank of Greece staff, who are fully aware of their legal and ethical obligations.

**Data controller**

“BANK OF GREECE”, whose registered office is in Athens (21, E. Venizelou Str., GR 102 50 Athens), tel. +30 210 320 1111.

**Representatives of the data controller**

For matters concerning your personal data, the Bank of Greece will be represented by its Data Protection Officer (email: dpo@bankofgreece.grdpo@bankofgreece.gr) and the Director of its Cash Department (email: Dep.cash@bankofgreece.gr).

**Data retention period**

The Bank of Greece will store the personal data provided herein for five (5) years.

**Rights of data subjects**

Under the applicable legislation, data subjects have the right to request from the controller access to and rectification or erasure of their personal data or restriction of processing data concerning them or to object to processing or to withdraw consent to the processing of their data, as well as the right to data portability. In order to exercise these rights, the data subject must submit a written request clearly indicating his/her full identification details and addressed to the Bank of Greece and its abovementioned representatives.

The data subject has the right to lodge a complaint with the Hellenic Data Protection Authority.

Should you have further questions about the processing of your personal data or wish to exercise your rights subject to the fulfilment of legal requirements, please email the Bank of Greece at: dpo@bankofgreece.gr and/or Dep.cash@bankofgreece.gr.